

**EXPLANATION OF WORKSHEET
2000-2001 AWARD PERIOD**

Each institution that applied for funds under the Federal Work-Study, Federal Perkins Loan and/or Federal Supplemental Educational Opportunity Grant Programs for the 2000-2001 Award Period receives a tentative funding level which is based on 1) a Base Guarantee and 2) a Fair Share Increase, minus the amount of unexpended 1998-1999 funds if this amount exceeds 10% of the institution's 1998-1999 allocation. These amounts are distributed based on funds availability. Following is an explanation of the institutional worksheet for each program. **IMPORTANT:** Retain this copy of the worksheet explanation because another copy will not be provided when final allocations are issued this spring.

COMPUTATION OF BASE GUARANTEES

FEDERAL WORK-STUDY

1. An institution that participated in the FWS program in the 1999-2000 award year receives a base guarantee equal to 1) its 1999-2000 base guarantee, 2) its 1999-2000 initial pro rata increase, and 3) if applicable, the additional FWS funds issued from the \$17 million set aside that the institution received in the 1999-2000 award year.

2. An institution applying to participate in the FWS program for the first time receives a base guarantee equal to the greatest of-

(A) \$5,000; or

(B) 90 percent of the figure derived by taking the Federal share of FWS expenditures in 1998-1999 by institutions offering comparable type programs of instruction (See page 5), DIVIDED BY enrolled students in 1998-1999 in those same institutions, TIMES the applicant institution's 1998-1999 enrollment.

FEDERAL PERKINS LOAN

1. An institution that participated in the Federal Perkins Loan Program in the 1999-2000 award year receives a base guarantee equal to its 1999-2000 base guarantee (reduced by a 60.77% reduction factor) multiplied by the institution's cohort default penalty factor for 2000-2001 award year. No funding was available to provide pro rata share increases for the 1999-2000 award year.

2. An institution applying to participate in the Federal Perkins Loan Program for the first time receives a base guarantee equal to the greatest of-
- (A) \$5,000; or
- (B) 90 percent of the figure derived by taking the Federal Perkins Loan FCC expenditures in 1998-1999 for institutions offering comparable type programs of instruction (See page 5), DIVIDED BY enrolled students in 1998-1999 for those same institutions TIMES the applicant institution's 1998-1999 enrollment.

(B) 90 percent of the figure derived by taking the Federal share of FSEOG expenditures in 1998-1999 by institutions offering comparable type programs of instruction (See page 5), DIVIDED BY enrolled students in 1998-1999 in those same institutions, TIMES the applicant institution's 1998-1999 enrollment.

**FEDERAL SUPPLEMENTAL EDUCATIONAL
OPPORTUNITY GRANT**

1. An institution that participated in the **FSEOG** program in the 1999-2000 award year receives a base guarantee equal to 1) its 1999-2000 base guarantee and 2) its 1999-2000 initial pro rata increase.
2. An institution applying to participate in the FSEOG program for the first time receives a base guarantee equal to the greatest of -
- (A) \$5,000; or

Average 1998-1999 Expenditures for
FWS, Federal Perkins Loan, and FSEOG Programs
BY TYPE OF INSTITUTION

<u>Type of Institution</u>	<u>FWS Federal Share</u>	<u>FEDERAL PERKINS LOAN FCC</u>	<u>FSEOG Federal Share</u>
1. Cosmetology	\$23	\$19	\$63
2. Business	\$38	\$39	\$62
3. Trade & Technical	\$34	\$19	\$60
4. Art Schools	\$24	\$13	\$50
5. Other Proprietary	\$22	\$14	\$35
6. Non-Proprietary	\$41	\$13	\$33

How were the averages computed?

An average 1998-1999 expenditure per enrolled student for each program was derived for like type institutions by dividing expenditure data reported for the 1998-1999 Award Year by the corresponding aggregate enrollment for all the institutions of similar type.

A base guarantee equal to 90% of the appropriate computed average for each program times the applicant institution's 1998-1999 enrollment was used for institutions requesting participation for the first year.

If the institution did not have any 1998-1999 enrollment, we used the estimated 1999-2000 enrollment, or the projected 2000-2001 enrollment if the institution is not yet open.

**EXPLANATION OF
INSTITUTIONAL WORKSHEET
FWS TENTATIVE FUNDING 2000-2001**

ITEM 4
FWS REQUEST

Part II, Section A, Line 4 of
Application

ITEM 5
FWS NATIONAL TOTAL OF FUNDS AVAILABLE

U.S. total 2000-2001 funds available
for Federal Work-Study allocations.

ITEM 6
BASE GUARANTEE

See instructions on computation of
base guarantees. (FWS Requirements)

ITEM 7
NATIONAL TOTAL OF BASE GUARANTEES

Sum of Item 6 for all applicant
institutions nationwide.

ITEM 8
BASE GUARANTEE PERCENTAGE FUNDABLE

Item 5 DIVIDED BY Item 7, not to
exceed 100%

ITEM 9
ADJUSTED BASE GUARANTEE

Item 6 TIMES Item 8

ITEM 10
AVERAGE UNDERGRADUATE TUITION AND FEES

Institutions with traditional academic
calendars = Application, Section G,
line 26(a) DIVIDED BY Section F, line
10(a).

When entries on lines 26(a) and
10(a) are 0, but entry on line 44(a),
44(b), 44(d) or 44(e) is greater than
0, DIVIDE Section G, line 26(b) by
Section F, line 10(b).

Other Institutions = Application,
Section G, line 26(a) DIVIDED BY
Section F, line 13(a) PLUS 25(b).

ITEM 11
AVERAGE UNDERGRADUATE TIME IN
ATTENDANCE

Institutions with traditional academic
calendars = 9 months (assumed).

Other Institutions = Application,
Section F, line 25(a), PLUS 25(b),
DIVIDED BY Section F, line 13(a) PLUS
25(b), maximum of 12 months.

ITEM 12
LIVING COST ALLOWANCE

\$5,565 TIMES Item 11 DIVIDED by 9
months

ITEM 13

BOOKS AND SUPPLIES ALLOWANCE

\$450 TIMES Item 11 DIVIDED BY 9 months

ITEM 14

AVERAGE UNDERGRADUATE COST

Item 10 PLUS Item 12 PLUS Item 13

ITEM 15

25% OF AVERAGE UNDERGRADUATE COST

Item 14 TIMES 25%

ITEM 16

UNDERGRADUATE SELF-HELP NEED

USE UNDERGRADUATE COLUMNS OF
APPLICATION ONLY: Section H, Lines 29
through 43 Dependent and Independent.

Step (a)

EFC Constants X Item 11 DIVIDED BY 9
months.

Step (b)

Multiply each line Dependent PLUS
Independent 29 through 43:

By Item 15

OR

By Item 14 MINUS product from Step (a)
(whichever is less for each separate
line)

Step (c)

Sum all of the amounts from Step (b).

ITEM 17

AVERAGE GRADUATE TUITION AND FEES

Application: Section G, Line 26(b)
DIVIDED BY Section F, Line 10(b)

When entries on line 26(b) and
10(b) are 0, but entry in line
44(f) is greater than 0, DIVIDE
Section G, line 26(a) by Section F,
line 10(a).

ITEM 18

AVERAGE GRADUATE TIME IN ATTENDANCE

9 months (assumed)

ITEM 19

LIVING COST ALLOWANCE

\$5,565

ITEM 20

BOOKS AND SUPPLIES ALLOWANCE

\$450

ITEM 21

AVERAGE GRADUATE COST

Item 17 PLUS Item 19 PLUS Item 20

ITEM 22

GRADUATE SELF-HELP NEED

USE GRADUATE COLUMN OF APPLICATION
ONLY: Section
H, Column F (lines 29 through 43)

Step (a)

Multiply each line, 29 through 43 by
(Item 21 MINUS the EFC for that income
category.)

Step (b)

Sum of all the amounts from Step (a).

ITEM 23

TOTAL SELF-HELP NEED

Item 16 PLUS Item 22

ITEM 24

NATIONAL TOTAL SELF-HELP NEED

Sum of Item 23 for all applicant
institutions nationwide.

ITEM 25

RELATIVE NEED

Item 23 DIVIDED BY Item 24

ITEM 26

FAIR SHARE

Item 5 TIMES Item 25

ITEM 27

NATIONAL FUNDS AVAILABLE FOR FAIR
SHARE

Item 5 MINUS Item 7

ITEM 28

SHORTFALL

Item 26 MINUS Item 9. MAY NOT BE LESS
THAN ZERO

ITEM 29

NATIONAL TOTAL OF SHORTFALLS

Sum of Item 28 for all applicant
institutions nationwide.

ITEM 30

RELATIVE SHORTFALL

Item 28 DIVIDED BY Item 29

ITEM 31

INITIAL FAIR SHARE INCREASE

Item 27 TIMES Item 30.

ITEM 32

ADDITIONAL FAIR SHARE INCREASE

This increase is due to redistribution
of funds available from other
institutions, which they would have
received if requested.

ITEM 33

TOTAL FAIR SHARE INCREASE

Item 31 PLUS Item 32.

ITEM 34

TOTAL FWS ALLOCATION

Item 9 PLUS Item 33.

ITEM 35

UNDER USED PERCENTAGE

Unexpended 1998-1999 funds divided by
1998-1999 highest allocation.

ITEM 36

ALLOCATION REDUCTION

Highest 1998-1999 allocation minus
1998-1999 expenditure in FISAP, Part
V, Line 17, if Item 35 above is
greater than 10.0%.

ITEM 37

ADJUSTED FWS ALLOCATION

Item 34 minus Item 36.

**EXPLANATION OF
INSTITUTIONAL WORKSHEET
FSEOG TENTATIVE FUNDING 2000-2001**

ITEM 4
FSEOG REQUEST

Part II, Section A, Line 3 of
Application.

ITEM 5
NATIONAL TOTAL OF FUNDS AVAILABLE

U.S. total 2000-2001 funds available
for FSEOG allocations.

ITEM 6
BASE GUARANTEE

See instructions on the computation of
Base Guarantee. (FSEOG Requirements)

ITEM 7
NATIONAL TOTAL OF BASE GUARANTEES

Sum of Item 6 for all applicant
institutions nationwide.

ITEM 8
BASE GUARANTEE PERCENTAGE FUNDABLE

Item 5 DIVIDED BY Item 7, not to
exceed 100%

ITEM 9
ADJUSTED BASE GUARANTEE

Item 6 TIMES Item 8.

ITEM 10
AVERAGE UNDERGRADUATE TUITION AND FEES

Institutions with traditional academic
calendars = Application, Section G,
line 26(a) DIVIDED BY Section F, line
10(a).

When entries in lines 26(a) and
10(a) are 0, but entry in line 44(a)
or 44(d), is greater than 0, DIVIDE
Section G, line 26(b) by Section F,
line 10(b).

Other Institutions - Application,
Section G, Line 26(a) DIVIDED BY
Section F, line 13(a) PLUS 25(b).

ITEM 11
AVERAGE UNDERGRADUATE TIME IN
ATTENDANCE

Institutions with traditional academic
calendars = 9 months (assumed).

Other Institutions - Application,
Section F, line 25(a), PLUS 25(b),
DIVIDED BY Section F, line 13(a) PLUS
25(b), maximum of 12 months.

ITEM 12
LIVING COST ALLOWANCE

\$5,565 TIMES Item 11 DIVIDED BY 9
months

ITEM 13

BOOKS AND SUPPLIES ALLOWANCE

\$450 TIMES Item 11 DIVIDED BY 9 months

ITEM 14

AVERAGE UNDERGRADUATE COST

Item 10 PLUS Item 12 PLUS Item 13

ITEM 15

75% OF AVERAGE UNDERGRADUATE COST

Item 14 TIMES 75%

ITEM 16

UNDERGRADUATE GRANT NEED

USE UNDERGRADUATE COLUMNS A & D OF
APPLICATION ONLY: Section H, Lines 29
through 43

STEP (a)

Multiply the data in each income cell
TIMES

Item 15 MINUS (undergraduate EFC
constants TIMES Item 11 DIVIDED BY 9
months)

STEP (b)

Sum of all the amounts from Step (a).

ITEM 17

PELL GRANTS

Application, Part II, Section G Line
27

ITEM 18

LEAP PERCENTAGE

1998-1999 State Total LEAP (Federal
plus state shares) DIVIDED BY state
total of all state grants and
scholarships (data received from each
state).

ITEM 19

LEAP AWARDS

Estimated LEAPs made to
undergraduate students during the
1998-1999 Award Year. Application
Section G, Line 28 TIMES Item 18.

ITEM 20

FSEOG NEED

Item 16 MINUS Item 17 MINUS Item 19

ITEM 21

NATIONAL TOTAL OF FSEOG NEED

Sum of Item 20 for all applicant
institutions nationwide.

ITEM 22

RELATIVE FSEOG NEED

Item 20 DIVIDED BY Item 21

ITEM 23

FAIR SHARE

Item 5 TIMES Item 22

ITEM 24
NATIONAL FUNDS AVAILABLE FOR FAIR
SHARE

Item 5 MINUS Item 7

ITEM 25
SHORTFALL

Item 23 MINUS Item 9. MAY NOT BE LESS
THAN ZERO

ITEM 26
NATIONAL TOTAL OF SHORTFALLS

Sum of Item 25 for all applicant
institutions nationwide.

ITEM 27
RELATIVE SHORTFALL

Item 25 DIVIDED BY Item 26

ITEM 28
INITIAL FAIR SHARE INCREASE

Item 24 TIMES Item 27

ITEM 29
ADDITIONAL FAIR SHARE INCREASE

This increase is due to redistribution
of
funds available from other
institutions,
which they would have received if
requested.

ITEM 30
TOTAL FAIR SHARE INCREASE

Item 28 PLUS Item 29

ITEM 31
TOTAL FSEOG ALLOCATION

Item 9 PLUS Item 30

ITEM 32
UNDER USED PERCENTAGE

Unexpended 1998-1999 funds divided by
1998-1999 highest allocation.

ITEM 33
ALLOCATION REDUCTION

Highest 1998-1999 allocation minus
1998-1999 expenditure in FISAP, Part
IV, Line 13, if Item 32 above is
greater than 10.0%.

ITEM 34
ADJUSTED FSEOG ALLOCATION

Item 31 minus Item 33.

**EXPLANATION OF INSTITUTIONAL
WORKSHEET FEDERAL PERKINS LOAN
TENTATIVE FUNDING 2000-2001**

ITEM 4
FCC REQUEST

Part II, Section A, Line 2 of
Application

ITEM 5
NATIONAL FUNDS AVAILABLE-FCC

U.S. total 2000-2001 funds available
for Federal Perkins Loan allocations

ITEM 6
CONDITIONAL GUARANTEE

See instructions on the computation of
conditional guarantees (Federal
Perkins Loan Requirements)

ITEM 7
COHORT DEFAULT RATE

If the entry in Part III, Section D,
Line 1.1 is equal to or greater than
30, the Cohort Default Rate = Line 1.2
divided by 1.1 times 100%.

If the entry in Part III, Section D,
Line 2.1(c) is at least 1 but less
than 30, the Cohort Default Rate =
Line 2.4 divided by 2.3 times 100%.

ITEM 8
COHORT DEFAULT PENALTY FACTOR

Compute as follows, using the Cohort
default rate as of June 30, 1999;

Default Rate of 25% or greater =
default penalty factor of zero (no
Federal funds).

Default Rate of 0 thru 24.99% =
default penalty factor of 1 (no
penalty).

ITEM 9
BASE GUARANTEE

Item 6 TIMES Item 8

ITEM 10
NATIONAL TOTAL OF BASE GUARANTEES

Sum of Item 9 for all applicant
institutions nationwide.

ITEM 11
BASE GUARANTEE PERCENTAGE FUNDABLE

Item 5 DIVIDED BY Item 10, not
to Exceed 100%

ITEM 12
ADJUSTED BASE GUARANTEE

Item 9 TIMES Item 11

ITEM 13
AVERAGE UNDERGRADUATE TUITION AND FEES

Institutions with traditional academic calendars = Application, Section G, line 26(a) DIVIDED BY Section F, line 10(a).

When entries in line 26(a) and 10(a) are 0, but entry in line 44(a), 44(b), 44(d), or 44(e) is greater than 0, DIVIDE Section G, line 26(b) by Section F, line 10(b).

Other Institutions = Application, Section G, line 26(a) DIVIDED BY Section F, line 13(a) PLUS 25(b).

ITEM 14
AVERAGE UNDERGRADUATE TIME IN ATTENDANCE

Institutions with traditional academic calendars = 9 months (assumed).

Other Institutions = Application, Section F, line 25(a), PLUS 25(b) DIVIDED BY Section F, line 13(a) PLUS 25(b), maximum of 12 months.

ITEM 15
LIVING COST ALLOWANCE

\$5,565 TIMES Item 14 DIVIDED BY 9 months

ITEM 16
BOOKS AND SUPPLIES ALLOWANCE

\$450 TIMES Item 14 DIVIDED BY 9 months

ITEM 17
AVERAGE UNDERGRADUATE COST

Item 13 PLUS Item 15 PLUS Item 16

ITEM 18
25% OF AVERAGE UNDERGRADUATE COST

Item 17 TIMES 25%

ITEM 19
UNDERGRADUATE SELF-HELP NEED

USE UNDERGRADUATE COLUMNS OF APPLICATION ONLY: Section H, Line 29 through 43 Dependent and Independent

Step (a)
EFC Constants X Item 14 DIVIDED BY 9 months.

Step (b)
Multiply each line Dependent PLUS Independent 29 through 43:

By Item 18

OR

By Item 17 MINUS product from Step (a) (whichever is less for each separate line)

Step (c)
Sum all of the amounts from step (b)

ITEM 20

AVERAGE GRADUATE TUITION AND FEES

APPLICATION: Section G, Line 26(b)
DIVIDED BY Section F, Line 10(b)

When entries in line 26(b) and
10(b) are 0, but entry in line
44(f) is greater than 0, DIVIDE
Section G, line 26(a) by Section F,
line 10(a).

ITEM 21

AVERAGE GRADUATE TIME IN ATTENDANCE

9 months (assumed)

ITEM 22

LIVING COST ALLOWANCE

\$5,565

ITEM 23

BOOKS AND SUPPLIES ALLOWANCE

\$450

ITEM 24

AVERAGE GRADUATE COST

Item 20 PLUS Item 22 PLUS Item 23

ITEM 25

GRADUATE SELF-HELP NEED

USE GRADUATE COLUMN OF APPLICATION
ONLY: Section H (lines 29 through 43)

Step (a)

Multiply each line, 29 through 43 by
(Item 24, MINUS EFC for that income
category).

Step (b)

Sum of all the amounts from Step (a)

ITEM 26

TOTAL SELF-HELP NEED

Item 19 plus Item 25

ITEM 27

PROJECTED COLLECTIONS

FISAP, Section B, Line 7, Column
(b) of Fed. Perkins Loan Fiscal
Operations Report TIMES 121%.

ITEM 28

ADJUSTED SELF-HELP NEED

Item 26 MINUS Item 27 TIMES Item
8. MAY NOT BE LESS THAN ZERO.

ITEM 29

NATIONAL TOTAL - ADJUSTED SELF-HELP
NEED

Sum of Item 28 for all applicant
institutions nationwide.

ITEM 30

RELATIVE FCC NEED

Item 28 DIVIDED BY Item 29

ITEM 31

FAIR SHARE

Item 5 TIMES Item 30

ITEM 32

NATIONAL FUNDS AVAILABLE FOR FAIR
SHARE

Item 5 MINUS Item 10

ITEM 33

SHORTFALL

Item 31 MINUS Item 12. MAY NOT BE
LESS THAN ZERO.

ITEM 34

NATIONAL TOTAL OF SHORTFALLS

Sum of Item 33 for all applicant
institutions nationwide.

ITEM 35

RELATIVE SHORTFALL

Item 33 DIVIDED BY Item 34

ITEM 36

INITIAL FAIR SHARE INCREASE

Item 32 TIMES Item 35

ITEM 37

ADDITIONAL FAIR SHARE INCREASE

This increase is due to redistribution
of funds available from other
institutions, which they would have
received if requested.

ITEM 38

TOTAL FAIR SHARE INCREASE

Item 36 PLUS Item 37

ITEM 39

TOTAL FCC ALLOCATION

Item 12 PLUS Item 38

ITEM 40

UNDER USED PERCENTAGE

Unexpended 1998-1999 funds divided by
1998-1999 allocation.

ITEM 41

ALLOCATION REDUCTION

Highest 1998-1999 FCC allocation minus
1998-1999 expenditure (FISAP, Part
III, Section B, Line 1 minus line 3),
if Item 40 above is greater than
10.0%.

ITEM 42

ADJUSTED FEDERAL PERKINS LOAN-FCC

Item 39 minus Item 41.

ITEM 43

TOTAL AUTHORIZED LEVEL OF EXPENDITURES

Sum of the following:

1. Item 42
2. Institutional Capital
Contribution (Item 42
MULTIPLIED BY one-third)
3. Item 27
4. FISAP Part III,
Section A, Line 1.1c (As of
June 30, 1999)
5. Estimated 1999-2000 Perkins Loan
Cancellation Reimbursements,
(equal to payments made summer
of 1999).